

**IDAHO LICENSING BOARD OF PROFESSIONAL COUNSELORS AND  
MARRIAGE AND FAMILY THERAPISTS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 10/11/2018**

**BOARD MEMBERS PRESENT:** Dennis M Baughman, LCPC - Chair  
Sandra Sweesy  
Steven I Lanzet, LCPC, LMFT  
Tami S Kammer, LMFT, LCPC  
Piper Field, LMFT

**BOARD MEMBERS ABSENT:** Judith Crews, Ph.D.

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Deputy Bureau Chief  
Julie Eavenson, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, General Counsel  
Joan Callahan, Legal Counsel  
Pam Rebolo, Technical Records Specialist I

**OTHERS PRESENT:** Kelsey Allen, LPC, Boise State University  
Kathryn Boedeker, LPC, Boise State University  
Beverly Hines, LPC, Idaho Mental Health  
Counselors Association

The meeting was called to order at 9:00 AM MDT by Dennis M Baughman, LCPC.

**APPROVAL OF MINUTES**

Ms. Sweesy made a motion to approve the minutes of 7/12/18 as amended. It was seconded by Ms. Field. Motion carried.

Ms. Field made a motion to approve the minutes of 8/2/18. It was seconded by Ms. Sweesy. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory said that the Bureau will be working on putting together legislative outreach meetings similar to the meetings last year with Board Members and Legislators. She said the Bureau would be reaching out to Board members in the next several weeks to see when they would be available to meet with legislators in their communities.

## **INTERIM COMMITTEE: OCCUPATIONAL LICENSING & CERTIFICATION LAWS COMMITTEE**

Ms. Cory let the Board know that, as of today, the Interim Committee scheduled its next meeting for Friday, October 19, at 10 AM.

### **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$97,229.78 as of 9/30/18.

### **DISCIPLINE**

Ms. Uranga presented a Stipulation and Consent Order in case COU-2018-8. Ms. Kammer made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Mr. Lanzet. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2018-7. Ms. Field made a motion to approve the Consent Order and allow the Board Chair to review the continuing education and sign on behalf of the Board. It was seconded by Ms. Sweesy. Motion carried.

Ms. Uranga presented a Stipulation and Consent Order in case COU-2018-13. Ms. Kammer made a motion to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. Field. Motion carried.

Mr. Nelson presented a memorandum regarding case numbers COU-2019-1 and COU-2019-2. Mr. Lanzet made a motion to close case numbers COU-2019-1 and COU-2019-2 with an advisory letter. It was seconded by Ms. Kammer. Motion carried.

### **INVESTIGATIVE REPORT**

Ms. Peel gave the investigative report, which is linked above.

### **FOR BOARD DETERMINATION**

Mr. Lanzet made a motion to approve the Bureau's recommendation and authorize closure in case numbers I-COU-2017-14, I-COU-2017-37, I-COU-2019-4, I-COU-2019-5 and I-COU-2019-9. It was seconded by Ms. Field. Motion carried.

The Board reviewed the following supervision reports:

COU-2015-3

COU-2017-2  
COU-2016-7  
COU-2017-18  
COU-2017-20  
COU-2017-21

Ms. Kammer made a motion to remove case number COU-2017-2 from probation. It was seconded by Ms. Field. Motion carried.

LUNCH BREAK 12:05 – 1:05

### **EXECUTIVE SESSION**

Ms. Sweesy made a motion that the Board go into executive session under Idaho Code § 74-206(1)(f) to discuss pending litigation in case #CV01-18-18218. It was seconded by Ms. Kammer. The vote was: Ms. Field, aye; Mr. Lanzet, aye; Ms. Kammer, aye; Ms. Sweesy, aye; and Mr. Baughman, aye. Motion carried.

Ms. Field made a motion to come out of executive session. It was seconded by Ms. Kammer. The vote was: Ms. Field, aye; Mr. Lanzet, aye; Ms. Kammer, aye; Ms. Sweesy, aye; and Mr. Baughman, aye. Motion carried.

### **OLD BUSINESS**

The Board reviewed the To Do List and no action was taken.

### **FREQUENTLY ASKED QUESTIONS**

Ms. Field made a motion to add questions and answers regarding the national exam for Licensed Professional Counselor and Licensed Clinical Professional Counselor to the Board's Frequently Asked Questions on the Board's website. It was seconded by Ms. Kammer. Motion carried.

### **SUPERVISOR RENEWAL PROCESS**

Mr. Lanzet made a motion to allow the Technical Records Specialist for the Board to process supervisor renewal applications unless they have disciplinary action. It was seconded by Ms. Field. Motion carried.

### **PROPOSED LAWS AND RULES**

The Board reviewed the comments on the Board's proposed laws and rules.

Ms. Field made a motion to direct Bureau staff to correct the typos on the intern application and discuss the capitalization in the rule. It was seconded by Ms. Kammer. Motion carried. Ms. Hall left the meeting to make the changes.

## **NEW BUSINESS**

## **PUBLIC COMMENT**

Beverly Hines commented on the Board's continuing education audit process.

Mr. Baughman left the meeting at 4:00 PM

## **INTERN APPLICATION**

Ms. Hall returned to the meeting. The Board reviewed updated changes to the intern application. Ms. Field made a motion to update the changes and correct errors on the Intern application. It was seconded by Ms. Kammer. Motion carried.

## **CONFERENCE UPDATES AND ATTENDANCE**

Ms. Kammer attended the Association of Marital and Family Therapy Regulatory Boards (AMFTRB) annual conference in Philadelphia on September 25-26. She reported on various topics that were discussed including international telehealth, remedial supervision and various states' licensure requirements.

## **ADJOURNMENT**

Mr. Lanzet made a motion to adjourn the meeting at 4:15 PM MDT until 9:00 AM MDT on October 12. It was seconded by Ms. Field. Motion carried.

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**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

### **Board Meeting Minutes of 10/12/2018**

**BOARD MEMBERS PRESENT:** Sandra Sweesy  
Steven I Lanzet, LCPC, LMFT  
Tami S Kammer, LMFT, LCPC  
Piper Field, LMFT  
Judith Crews, Ph.D.

**BOARD MEMBERS ABSENT:** Dennis M Baughman, LCPC - Chair

**BUREAU STAFF:** Tana Cory, Bureau Chief

Dawn Hall, Deputy Bureau Chief  
Julie Eavenson, Administrative Support Manager  
Joan Callahan, Legal Counsel  
Pam Rebolo, Technical Records Specialist I

The meeting was called to order at 9:00 AM MDT by Sandra Sweesy.

## **EXECUTIVE SESSION**

Ms. Field made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Dr. Crews. The vote was: Ms. Kammer, aye; Mr. Lanzet, aye; Ms. Field, aye; Dr. Crews, aye; and Ms. Sweesy, aye. Motion carried.

Ms. Field made a motion to come out of executive session. It was seconded by Mr. Lanzet. The vote was: Ms. Kammer, aye; Mr. Lanzet, aye; Ms. Field, aye; Dr. Crews, aye; and Ms. Sweesy, aye. Motion carried.

## **NATIONAL COUNSELOR LICENSURE ENDORSEMENT PROCESS**

Dr. Crews presented the Board with information from the National Board for Certified Counselors (NBCC) regarding the National Counselor Licensure Endorsement Process (NCLEP). The NCLEP is a portability process designed to promote uniform licensure endorsement standards across the states and to balance the need for public protection with uniform training and education standards. No action was taken.

## **CORRESPONDENCE**

The Board reviewed correspondence from Boise State University's Department of Counselor Education thanking the Board for its advocacy efforts regarding the Licensing Freedom Act and its Executive Order Report. No action was taken.

The Board reviewed correspondence from Roberta Crockett thanking the Board in its adoption of the 2018 temporary rules for marriage and family therapists. No action was taken.

The Board reviewed correspondence from Gemma Utting thanking the board in its adoption of the 2018 temporary rules for marriage and family therapists. No action was taken.

The Board reviewed correspondence from the Association of Marital and Family Therapy Regulatory Boards regarding new rules for the Veterans Administration telehealth practices. No action was taken.

The Board reviewed correspondence from Jill Hicks regarding the new YES program for the Department of Health and Welfare and their assessment processes. Mr. Lanzet made a motion to invite Ms. Hicks to the next scheduled Board meeting to discuss this further. It was seconded by Ms. Field. Motion carried. Dr. Crews made a motion to have a subcommittee of the Chair and Mr. Lanzet available to contact Ms. Hicks for clarification. It was seconded by Ms. Kammer. Motion carried.

The Board reviewed correspondence from Kristin Kirsch regarding Idaho law pertaining to consent for minors under the age of eighteen. Ms. Field made a motion to direct the Bureau to have the Board's attorney respond. It was seconded by Mr. Lanzet. Motion carried.

The Board reviewed correspondence from Tyler Lohrke regarding online class coursework descriptions for licensure. Ms. Kammer made a motion to have Bureau staff direct Mr. Lohrke to Rule 150.0 on the Board's website. It was seconded by Ms. Field. Motion carried.

The Board reviewed correspondence from Roy Marlow regarding the postcard sent to licensees about the proposed law changes for 2018. The Board directed Bureau staff to respond explaining the process of notifying licensees of proposed law and rule changes.

The Board reviewed correspondence from Leisa Watkins regarding the 2017 proposed guidelines for marriage and family therapists. Dr. Crews made a motion to have the Board's attorney respond. It was seconded by Mr. Lanzet. Motion carried.

The Board reviewed correspondence from Laura Coleman requesting the Board consider posting links to the Board's website regarding online counseling degrees. Ms. Field made a motion to direct Julie Eavenson to respond. It was seconded by Ms. Kammer. Motion carried.

LUNCH BREAK 12:30 – 1:00 PM

## **JUDICIAL REVIEW**

Mr. Lanzet made a motion to have the Board Chair work with the Bureau in case #CV01-18-18218. It was seconded by Dr. Crews. Motion carried.

## **EXECUTIVE SESSION**

Ms. Kammer made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Dr. Crews. The vote was: Ms. Kammer, aye; Mr. Lanzet, aye; Ms. Field, aye; Dr. Crews, aye; and Ms. Sweesy, aye. Motion carried.

Mr. Lanzet made a motion to come out of executive session. It was seconded by Dr. Crews. The vote was: Ms. Kammer, aye; Mr. Lanzet, aye; Ms. Field, aye; Dr. Crews, aye; and Ms. Sweesy, aye. Motion carried.

## **APPLICATIONS**

Mr. Lanzet made a motion to approve the following for licensure:

ALLMAN CHERYL	LCPC-7106
BATES CRISTIN	LAMFT-7126
BAUMANN LINDSEY DAWN	LPC-6842
BRANNIGAN KEELY	LPC-7068
CASE LAURYN	LPC-7114
COLEMAN JEREMY	LPC-6908
COX CATHERINE C	LMFT-7082
DOWSKI MARY A	LPC-7105
DYKSTRA JEDIDIAH JOSHUA	LAMFT-7132
FRENCH CARMEN C	LPC-7046
GEIGER BOBBI JO	LPC-7052
HOLLISTER LESLEY	LCPC-7122
HOWARD MARY LYN	LPC-7069
JACOB TONYA	LPC-7061
KENLEY LINDSAY RAE	LCPC-7112
LESLIE TREVA	LPC-7098
LUKE LLOYD CODY	LPC-7117
MANWEILER CLARYCE A	LPC-6962
MCDONELL RENA M	LPC-7005
MOE ERIKA	LCPC-7140
RUPLINGER LADETTE	LCPC-7141
SMART JOSEPH R	LMFT-7127
STEPHENSON ELIZABETH	LCPC-7104
TAILOR TIFFINIE J	LPC-7090
WARENKO TAMI	LCPC-7088
WEBB NICOLE	LPC-7029

It was seconded by Dr. Crews. Motion carried.

Mr. Lanzet made a motion to table the following pending receipt of additional information:

901095375  
901156587  
901060690  
901161943

It was seconded by Dr. Crews. Motion carried.

Mr. Lanzet made a motion to approve the following pending receipt of additional information and review by a Board Member or the Board Chair:

901159980  
901156564  
901158704  
901162377

It was seconded by Dr. Crews. Motion carried.

**NEXT MEETING** was scheduled for February 7 and 8, 2019 at 9:00 AM MST.

### **ADJOURNMENT**

Dr. Crews made a motion to adjourn the meeting at 2:50 PM MDT. It was seconded by Mr. Lanzet. Motion carried.

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Dennis M Baughman, LCPC, Chair

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Sandra Sweesy

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Steven I Lanzet, LCPC, LMFT

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Tami S Kammer, LMFT, LCPC

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Judith Crews, Ph.D.

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Piper Field, LMFT

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Tana Cory, Bureau Chief